



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

March 28, 2014

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To: Supervisor Don Knabe, Chairman
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From: William T Fujioka
Chief Executive Officer 

NATURAL HISTORY MUSEUM'S REQUEST FOR SALARY PLACEMENT FOR MS. DAWN MCDIVITT UPON APPOINTMENT TO THE POSITION OF CHIEF DEPUTY DIRECTOR, MUSEUM OF NATURAL HISTORY (UNCLASSIFIED)

The Natural History Museum (Museum), with the support of the Chief Executive Officer, requests approval for salary placement for Ms. Dawn McDivitt upon appointment to the position of Chief Deputy Director, Museum of Natural History (UC), Item No. 8500, at an annual base salary of \$158,630. The base salary placement for Ms. McDivitt onto Management Appraisal and Performance Plan (MAPP) Tier I Salary Range R13 (the Board-approved range for this position) will place Ms. McDivitt in the fourth quartile of the range. This salary is recommended based on Ms. McDivitt's extensive experience and the role and responsibilities she will perform as Chief Deputy Director for the Museum.

As Chief Deputy Director, Ms. McDivitt will assume a heightened level of oversight responsibilities on behalf of the County, as well as the Museum Foundation. She will also serve as the second in command for the Museum, overseeing a broad range of activities and services which include the overall administration and operations of the Museum and management of capital projects. She will also serve as the administrator of the Page Museum and the William S. Hart Museum.

Ms. McDivitt holds a Bachelor's Degree in Business Accounting from San Diego State University and a Master's Degree of Business Administration from Pepperdine University. She has approximately 24 years of County experience, of which 20 have been with the Chief Executive Office (CEO). In Ms. McDivitt's most recent capacity, she has served as a manager in the Capital Projects/Debt Management Division of the

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CEO. Her unparalleled level of knowledge and technical expertise have enabled her to successfully lead the most visible and difficult projects, such as the recent Grand Park project. In this capacity, she has also acted as a liaison to the Board offices, County department heads, civic groups, and jurisdictional agencies.

In accordance with policy on managerial appointments, unless otherwise instructed by the Board by April 11, 2014, the Chief Executive Office will advise the Natural History Museum that authorization has been granted to proceed with Ms. McDivitt's appointment to Chief Deputy Director, Museum of Natural History (UC), effective no sooner than May 1, 2014. Upon her appointment, the Museum will also seek the Board's approval for a salary supplement to Ms. McDivitt by the Museum Foundation, in accordance with Section 5.44.030 of the County Code.

If you have any questions regarding this matter, please contact Gevork Simdjian at (213) 893-9736.

WTF:SHK:GS:cg

c: Executive Office, Board of Supervisors
 County Counsel
 Natural History Museum